



Committee for Higher Education Librarians of South Africa

**CHAIRPERSON'S REPORT TO THE ANNUAL GENERAL MEETING OF
26 MAY 2009**

FOR THE PERIOD MAY 2008 – MAY 2009

The CHELSA membership meets twice per year: once per semester. The first meeting under the current leadership was held in October 2008.

1. Executive Committee (Exco)

Ms Vivian Agyei	(Chairperson)
Ms Hannie Sander	(Deputy Chairperson)
Ms Gwenda Thomas	(Secretary)
Mr Tom Larney	(Treasurer)
Dr Buhle Mbambo-Thata	(Additional Member)
Mr Juliano Kabamba	(Additional Member)

2. Exco Meetings

The Executive Committee agreed to hold teleconferences on a monthly basis beginning in June 2008 in order to drive matters arising from the meeting of May. It was aimed to bring to conclusion where possible, items on the AGM agenda, some of which had been on the agenda for a long time.

The cost of the telephone charges would be reimbursed. Thus far, good progress on bringing to conclusion many of the matters has been made.

3. CHELSA Website and Archives

SEALS Consortium agreed to reconstruct and improve the existing website. R7,250.00 was budgeted for it. The job was earmarked for completion in December 2009. Rhodes University would host the site at R200.00 per month. Additional training would be provided at R200.00 per hour.

A Sub-Committee had been set up under the leadership of Ms Yoli Soul. Other members are P Ntshuntshe-Matshaya and J Gozo. An archives policy and terms of reference for the Sub-Committee would serve at the May 2009 CHELSA meeting.

CHELSA notes with gratitude that UNISA had agreed to host the CHELSA archives. Progress would be reported as appropriate.

4. Funding Formula for libraries operations, salaries and information resources

A task team convened by Dr Mbambo-Thata conducted a survey among the member libraries with data from 2005 – 2007 with the aim to establish a funding pattern and recommend a minimum percentage of the government subsidy to institutions.

However, it was clear from the information gathered that libraries were funded quite differently from institution to institution, with institutions known for high research outputs funding their libraries more. The CHELSA membership decided that no minimum percentage of the government subsidy be recommended as it might disadvantage better funded libraries.

5. Information Literacy Training

The Sub-Committee comprising of nominees representing each of the five (5) regions/consortia country-wide, compiled a report on the status of information literacy training in the member institutions and recommended that there be a framework within which training programmes should be designed. A workshop to that effect would be held in September 2009.

6. Strategic Plan

An organisation such as CHELSA requires a strategic plan to direct its activities. CHELSA has to find its niche vis-à-vis other national professional organisations. The purpose of the committee and areas on which it would focus from 2009 onwards would be decided on. The strategic planning workshop would take place on the 27th May 2009.

7. Financial policy

A financial policy was compiled and approved by the membership meeting of October 2008. It was also agreed that financial statements would be audited by internal auditors of the institution at which the treasurer is employed.

8. The South African Library Transformation Charter

For various reasons, CHELSA members did not fully participate in national discussions of the charter. CHELSA's past Chairperson, Mr Raju, was delegated to represent CHELSA and report back. Attempts to involve staff of higher education libraries in discussions on the charter at the LIASA annual conference of 2008 did not materialise owing to late communication. The final discussion of the charter was held at the S.A. National Library in December 2008. The charter would be presented to

parliament during the first term of 2009. The CHELSA Chairperson, Messrs Kabamba and Raju attended. The Technical Writing Team expected submissions two days after the discussion.

Mr Raju submitted inputs on behalf of CHELSA as there was limited time to compile a report and obtain inputs from the membership. He indicated that he would submit his own personal inputs in addition to CHELSA's.

The submissions were forwarded to Exco and the membership in March 2009.

9. Electronic Theses and Dissertations Project

Following a decision to train three institutions to pilot institutional repositories, CHELSA obtained funding from LIASA/CICD for staff of the remaining twenty institutions to attend training at the various regions as reflected below as communicated by the NRF:

"The implementation plan for **regional** and **institutional** training programme was approved by the NETD Steering Committee which comprises of CHELSA representatives, NRF, DISA and Infrastructure Consultant on 11 February 2008

One of the workshop recommendations was that training regarding the various ETD processes, policies and technical issues should be provided to all interested institutions.

4 persons from each institution should be included, namely (staff from the Research Office/Postgraduate Office, Systems Librarian, Librarian, IT Dept). The training was to be conducted in two phases.

Phase 1: All institutions to be trained according to regions. The content was generic; and

Phase 2: Specific training including technical training at the pilot hosted institutions (**follow-up** session).

Eastern Cape (incl. Free State region) to be hosted at Rhodes: **28-28 May**

Fort Hare **follow-up** session: **25 June**

UKZN to be hosted at DUT: **26-27 June**

UKZN (no follow-up)

Gauteng to be hosted at Pretoria: **17-18 July**

Medunsa **follow-up** session: **19 August**

VUT **follow-up** session: **20 August**

Western Cape to be hosted at Stellenbosch: **26-27 August"**.

10. Funding for CHELSA projects

We report with gratitude that LIASA/CICD, WWIS and New Age have given CHELSA financial support without which some of CHELSA's projects might not have been possible:

LIASA/CICD funding:

- Training on Institutional Repositories for institutions that were not in the pilot phase: **R17,000.00**
- SANLIC/eIFL Training to take place at the CSIR, Pretoria, May 26 - 28 2009: **R23 000.00** - each library x two (2) staff members at R500.00 each
- CHELSA meeting and Strategic Planning Workshop to take place on 26-27 May 2009:
 - Venue for the May 2009 - members meeting and the workshop in Durban: **R18 976.00**
 - Facilitator fees, travel and accommodation for **R24 000.00**

Sponsored dinner: Swets – amount not known.

- Sponsorship for the October 2008 meeting:
 - New Age Book Distributors: Venue and Lunch - **R5 567.00**
 - WWIS: Dinner at the Cape Town Harbour – amount not known.

Total funds raised: **R82,979.00**, excluding the sponsorship from SWETS and WWIS.

11. CHELSA Constitution

Reciprocal Cooperation

A report from a survey conducted by Mr Juliano Kabamba to review the extent to which the MoU had been implemented and to make recommendations on how it could achieve “transformation across the LIS sector”, was completed and discussed by the CHELSA Exco. Copies were sent to CHELSA membership.

Among the findings was that not many staff doing inter-library loans in our institutions were aware of CHELSA. CHELSA members are urged to inform their staff about CHELSA.

12. Visit hosted by SCONUL meeting and Conference

SCONUL invited a CHELSA Director to attend their meeting and Conference in Edinburgh in June 2008. CHELSA nominated Ms Gozo and paid her airfare and subsistence allowance. SCONUL offered to cover the rest of the costs. Ms Gozo learnt a lot and submitted a report to CHELSA with recommendations. Her recommendations w.r.t. partnerships with SCONUL and CAUL would be addressed as part of the strategic plan.

13. Guide for the self review of university libraries

A bound copy was submitted to the CHE as a gesture of gratitude for their support and sponsorship to CHELSA's initiative to compile a set of performance measures which member libraries may use in evaluation of their services.

14. Taking leave of Ms Rachel More of the University of Limpopo

CHELSA congratulates Ms More on her appointment as Deputy National Librarian in addition to her being the current President of LIASA. We wish her the very best and hope that we have not seen or heard the last of her in CHELSA. The CHELSA May 2009 meeting will give Ms More a well-deserved farewell.

In conclusion

CHELSA will achieve more milestones once strategic focus areas are identified. The partnership established with LIASA/CICD for the development of skills in the HE libraries is greatly appreciated. CHELSA is grateful also to library suppliers who continue to sponsor CHELSA activities.

Compiled by: Vivian Agyei
CHELSA Chairperson
May 2008 – May 2010